



Women CyberSecurity Society (WCS2)

Job Description: **Director of Business Development**

Type: Volunteer / Unpaid

Reports to: CEO

Location: Remote

Start Date: June 15, 2023

Weekly Hours: 10-20

Position Overview:

We are seeking a highly motivated and experienced professional to join our nonprofit organization as a **Director of Business Development**. In this volunteer role, you will be responsible for driving the growth and sustainability of our organization through strategic partnerships, donor cultivation, and fundraising initiatives. As the Director of Business Development, you will play a crucial role in expanding our reach, increasing our impact, and securing the necessary resources to support our mission.

Responsibilities

1. Business Development Strategy:

- ★ Develop and implement a comprehensive business development strategy aligned with the organization's mission, goals, and values.
- ★ Identify and evaluate potential growth opportunities, partnerships, and revenue streams to diversify funding sources and enhance programmatic impact.
- ★ Conduct market research and analysis to identify emerging trends, needs, and potential target audiences.
- ★ Stay informed about relevant industry developments, competitor activities, and funding opportunities.

2. Partnership Cultivation and Management:

- ★ Identify, cultivate, and nurture strategic partnerships with corporations, foundations, government agencies, and other relevant entities.
- ★ Initiate and lead partnership discussions, negotiations, and collaboration agreements.
- ★ Develop mutually beneficial relationships with key stakeholders, ensuring effective communication and alignment of objectives.
- ★ Collaborate with internal teams to identify partnership needs and opportunities to enhance programs and initiatives.
- ★ Monitor and evaluate partnership performance and impact, providing regular reports to stakeholders.

3. Fundraising and Resource Mobilization:

- ★ Develop and implement fundraising strategies to secure financial resources and in-kind contributions to support organizational initiatives.
- ★ Identify and pursue funding opportunities, including grants, sponsorships, donations, and crowdfunding campaigns.
- ★ Prepare compelling grant proposals, donor presentations, and sponsorship packages.
- ★ Cultivate relationships with individual donors and major gift prospects, stewarding their engagement and support.
- ★ Collaborate with the marketing and communications team to develop fundraising campaigns and materials.

4. Relationship Building and Networking:

- ★ Represent the organization at industry conferences, events, and networking opportunities to build relationships and raise its profile.
- ★ Identify and engage with potential supporters, donors, and partners to expand the organization's network.
- ★ Act as a spokesperson for the organization, effectively communicating its mission, impact, and value proposition.

5. Reporting and Analysis:

- ★ Track and analyze business development metrics, such as partnership success rates, revenue growth, and fundraising targets.
- ★ Provide regular reports to the executive team and board of directors, highlighting progress, challenges, and recommendations.
- ★ Utilize data-driven insights to refine business development strategies and improve outcomes.

Qualifications:

- ★ Proven experience in business development, partnership management, and fundraising, preferably in the nonprofit sector.
- ★ Strong knowledge of business development strategies, fundraising techniques, and grant writing.
- ★ Demonstrated success in cultivating and managing strategic partnerships with diverse stakeholders.

- ★ Excellent communication and interpersonal skills, with the ability to build rapport and engage effectively with a wide range of individuals and organizations.
- ★ Strategic thinking and problem-solving abilities, with a results-oriented mindset.
- ★ Strong organizational and project management skills, with the ability to handle multiple initiatives simultaneously.
- ★ Proficiency in data analysis and reporting, utilizing metrics to inform decision-making.
- ★ Familiarity with the nonprofit landscape and understanding of the challenges and opportunities in the sector.
- ★ Self-motivated, proactive, and able to work independently with minimal supervision.
- ★ Passion for the mission and values of our nonprofit organization.

Note: This is a remote volunteer role. While this position is unpaid, it offers an excellent opportunity to contribute your skills and expertise to a meaningful cause, gain valuable experience in nonprofit management, and make a positive impact in the nonprofit sector.

To apply, please submit your resume, along with a cover letter describing your interest in the role and your relevant experience in business development and nonprofit.